

TRADING PARTNER TESTING VERIFICATION COMPLETION INSTRUCTIONS

This attachment contains instructions on exchanging the X12 transactions. The information in this attachment is in the following order:

- Section I — Connecting to the Electronic Data Interchange (EDI) Web site.
- Section II — Sending and receiving X12 837 and acknowledgment.
- Section III — Receiving the X12 835.
- Section IV — Provider Electronic Solutions (PES) connectivity and exchange.
- Section V — Exchange X12 270/271 transactions.

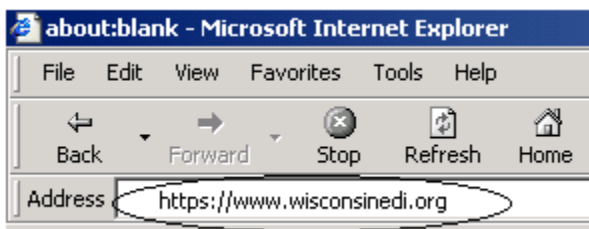
SECTION I — CONNECTING TO THE EDI WEB SITE

The EDI department will support the following data exchange methods for the X12 837, Acknowledgement, and 835 transactions:

- Secure Web, using an Internet Service Provider (ISP) and a personal computer with a modem, browser, and encryption software.
- Remote access dial-up (RAS), using a personal computer with a modem and browser and encryption software.
- 3480, 3490, 3490E cartridge tapes by which trading partners may exchange the X12 837 transaction only.

Connecting Using Secure Web

To connect to the Division of Health Care Financing (DHCF) EDI Web site via your ISP, open your web browser and enter the DHCF EDI Web site Address, www.wisconsinedi.org/.

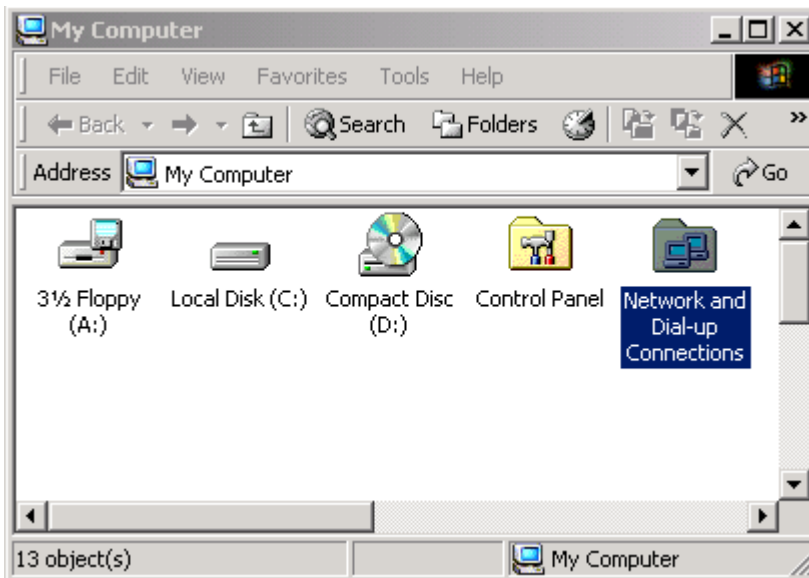


Connecting Using RAS

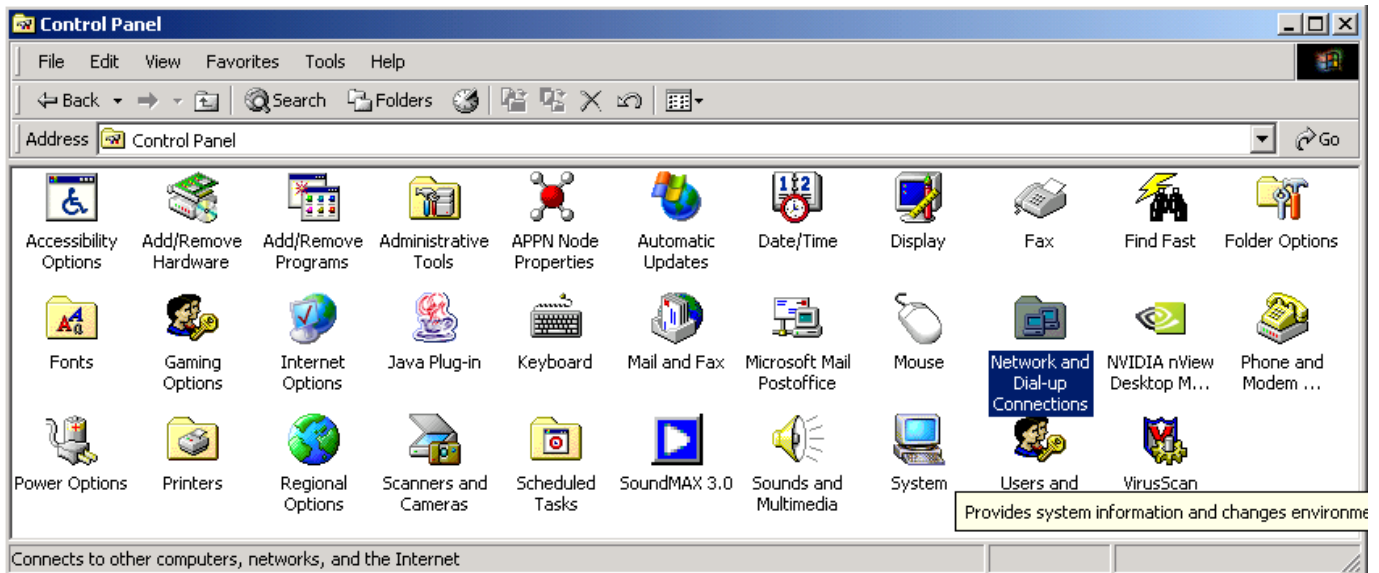
To create a dialup connection to the EDI RAS server, follow the instructions provided by your modem's manufacturer for proper modem installation. As not all Windows Operating systems are identical in design, you may have to search for the dialup networking installer either in My Computer, Control Panel, or in the Start Menu, and then double click on Network and Dial-up Connections.

Note: The examples provided may not directly match your computer's dialogue boxes.

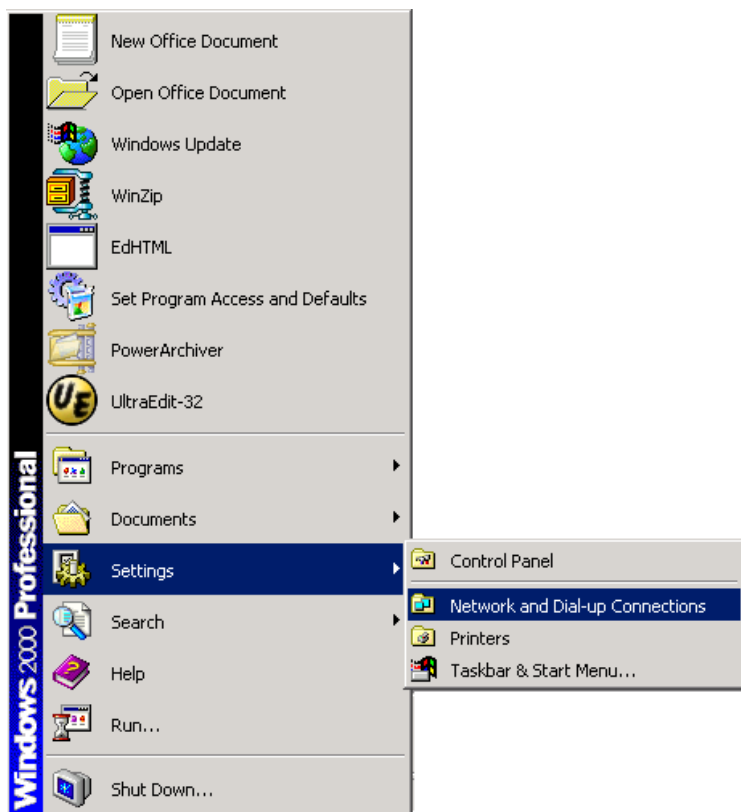
My Computer



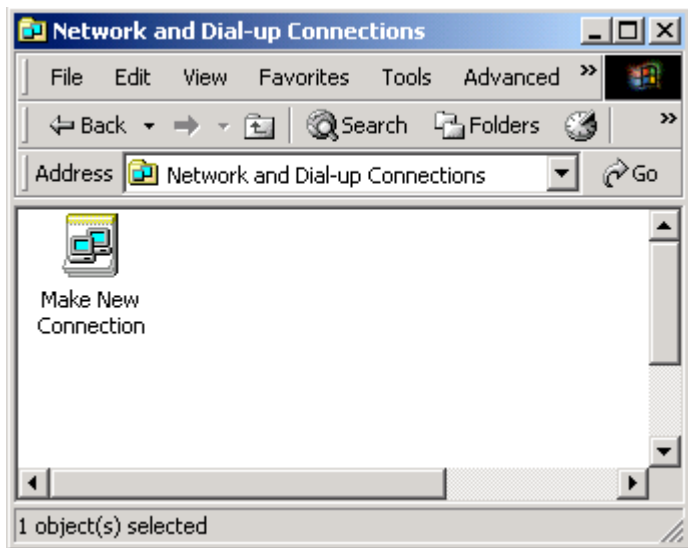
Control Panel



Start Menu



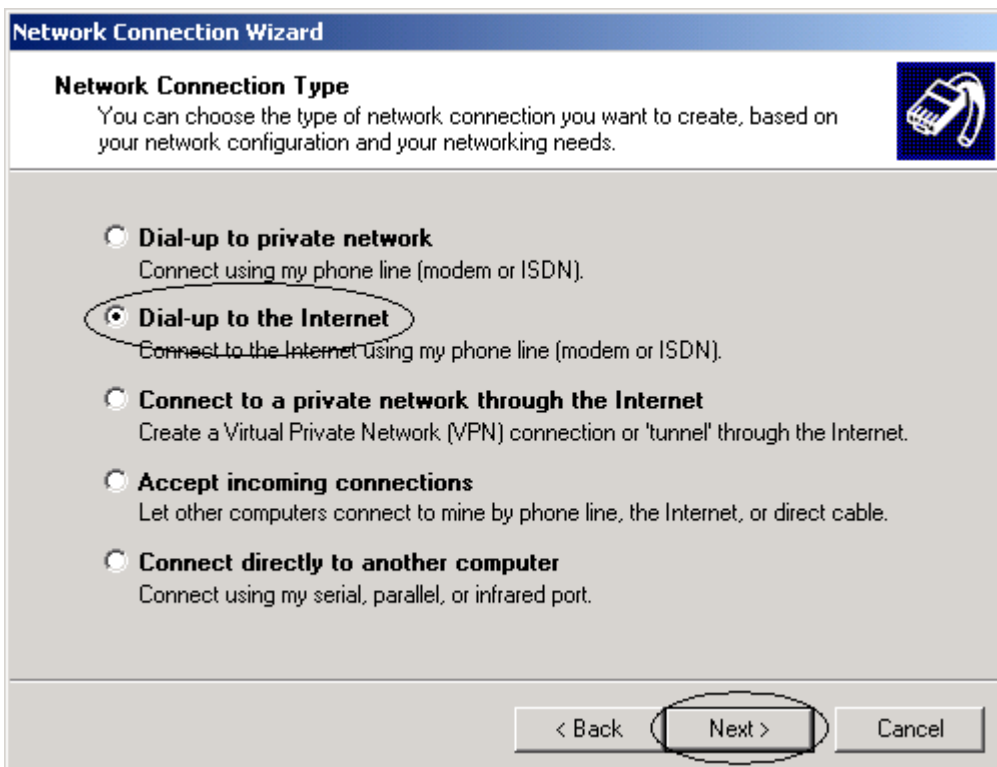
Double click on the Make New Connection icon.



After the initial Network Connection Wizard dialog box appears, select the Next button.



Choose Dialup to the Internet and select the Next button.



Insert the DHCF EDI dial-up telephone number — (608) 221-2152 — and select the Next button.

Internet Connection Wizard

Step 1 of 3: Internet account connection information

Type the phone number you dial to connect to your ISP.

Area code: Telephone number:

Country/region name and code:

☒ Use area code and dialing rules

To configure connection properties, click Advanced.
(Most ISPs do not require advanced settings.)

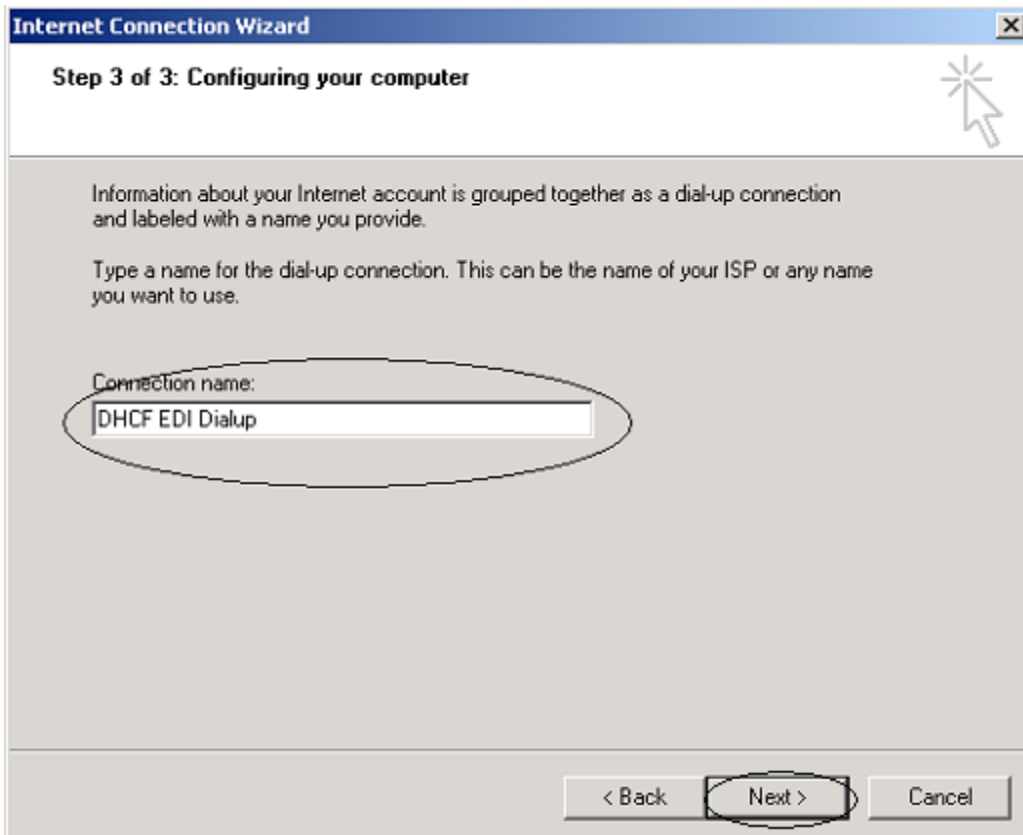
Enter the EDI User Name and Password for the dial-up networking account as follows and select the Next button.

User name: dialupuser
Password: rwt07&a1

Note: This information is case sensitive; type all of the alphabetic characters in lowercase (no capital letters).

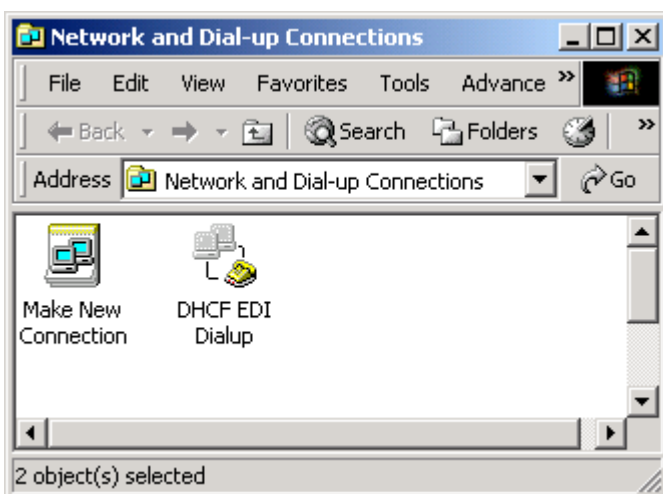
The screenshot shows a Windows-style dialog box titled "Internet Connection Wizard" with a close button (X) in the top right corner. The main heading is "Step 2 of 3: Internet account logon information". Below the heading is a paragraph of instructions: "Type the user name and password you use to log on to your ISP. Your user name may also be referred to as your Member ID or User ID. If you do not know this information, contact your ISP." There are two input fields: "User name:" containing the text "dialupuser" and "Password:" containing a series of asterisks. Both input fields are circled with a black oval. At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel". The "Next >" button is also circled with a black oval. A mouse cursor icon is visible in the top right corner of the dialog area.

Enter a name to identify your DHCF EDI dialup networking connection and select the Next button (the following is provided as an example).

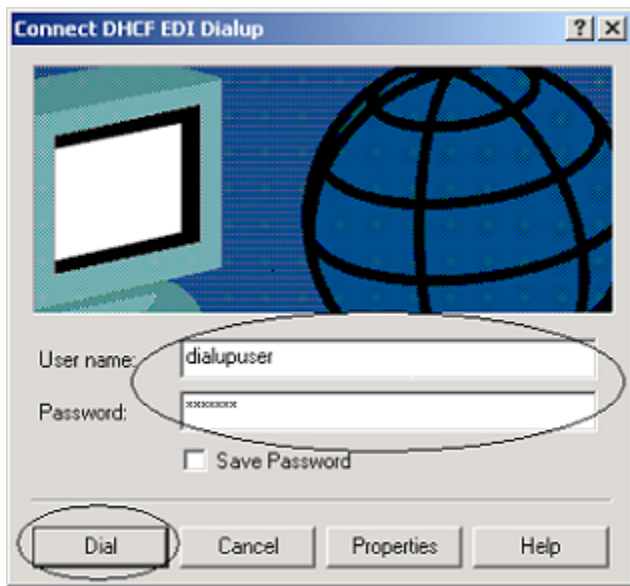


A prompt may appear requesting to create an internet e-mail account. Choose “No” and select the Next button, then select the Finish button.

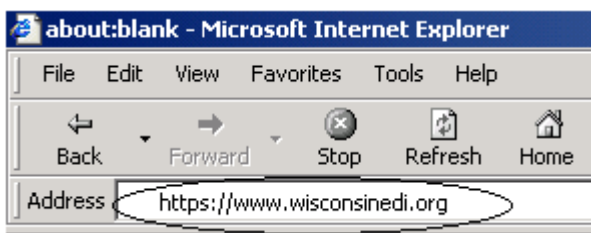
Return to the Network and Dial-Up Connections dialogue box and double click the DHCF EDI Dialup icon.



Your user name and password should be displayed on the connection screen as follows. Select the Dial button.



After the connection has been successfully made, open your web browser and enter the DHCF EDI address, <http://www.wisconsinedi.org/>.



EDI Cartridge Tape Requirements

The DHCF EDI Department will only accept 3480, 3490, and 3490E magnetic tape cartridges containing the X12 837 Health Care Claim, Dental, Institutional, and Professional and transactions following these format requirements:

- They must be in ASCII format.
- The external label must contain the trading partner identification number.
- The block size must be coded to 32760.
- The Trading Partner must pad the remaining block(s) after the X12 trailer segment with null characters.
- There can be no compressed files.
- There can be no encryption.
- There can be no internal label.

SECTION II — SENDING AND RECEIVING X12 837 AND ACKNOWLEDGEMENT TRANSACTIONS

In order to exchange X12 837 and Acknowledgement transactions, trading partners are required to maintain at least one login and password at the EDI Web site, www.wisconsinedi.org/. Refer to Attachment II of these instructions for more information on user registration. The following are instructions for exchanging the X12 837 and Acknowledgement transactions.

Step 1 — Login

Enter your user name and password.

If you have not registered to use the EDI Web site, refer to Attachment II of these instructions for more information on user registration.

The screenshot shows a Microsoft Internet Explorer window titled "Login to WebEDI - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/hello.do". The page features a blue header with the Wisconsin state logo and navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below this is a black navigation bar with links: "Department of Health & Family Services", "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area has a red vertical sidebar on the left. The central text reads "Wisconsin Medicaid" in a large, stylized font, followed by "EDI Login and Registration". Below this, it says "Enter Your Login and Password (click [Register](#) if you are a new user)". A paragraph explains that the site is for EDI trading partners and requires a DHCF EDI assigned trading partner ID. A link "Obtaining a Trading Partner ID" is provided. There are input fields for "User Name:" and "Password:", a "Forgot Your Password?" link, and "Submit" and "Reset" buttons. At the bottom, there is a "Register to use site" link and a footer with links: "Back to top", "About", "Contact", "Disclaimer", "Privacy Notice", and "Feedback". The footer also includes "Wisconsin Department of Health and Family Services" and a "DHFS" logo. The status bar at the bottom shows "Done" and "Internet".

Login to WebEDI - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Discuss

Address <https://64.73.75.203/webedi/hello.do> Go Links >>

WISCONSIN GOV WISCONSIN.MEDICAID.ORG

wisconsin.gov home state agencies subject directory

Department of Health & Family Services Programs & Services Partners & Providers Licensing Reference Center Search

 **Wisconsin Medicaid**
Home | Search | What's New!

EDI

Login and Registration

Enter Your Login and Password (click [Register](#) if you are a new user)

The Wisconsin Medicaid EDI secure web site is intended for EDI trading partners exchanging health care transactions. Prior to registering as a user you must have a DHCF EDI assigned trading partner ID. Please click on the following link for more information on how to obtain a trading partner id:

[Obtaining a Trading Partner ID](#)

User Name:

Password:

[Forgot Your Password?](#)

[Register to use site](#)



[Back to top](#) | [About](#) | [Contact](#) | [Disclaimer](#) | [Privacy Notice](#) | [Feedback](#)

Wisconsin Department of Health and Family Services

Done Internet

Step 2 — Uploading X12 837 Test File(s)

Select the Upload Test Files link.

The screenshot shows a Microsoft Internet Explorer browser window displaying the home page of the Wisconsin Medicaid EDI WebEDI Application. The browser's address bar shows the URL <https://64.73.75.203/webedi/home.do>. The page features a blue header with the Wisconsin Department of Health & Family Services logo and navigation links: [wisconsin.gov home](#), [state agencies](#), and [subject directory](#). Below the header is a black navigation bar with links: [Department of Health & Family Services](#), [Programs & Services](#), [Partners & Providers](#), [Licensing](#), [Reference Center](#), and [Search](#). The main content area has a red sidebar on the left and a white background. The header of the main content area includes the Wisconsin Medicaid logo, the text "EDI", and a navigation bar with links: [Home](#), [Profile](#), [Upload](#), [Download](#), [Upload Test Files](#), [Download Test Files](#), and [Logoff](#). The main heading is "Home Page for the WebEDI Application". Below this is the section "Available Options:" which lists the following links and their descriptions:

Link	Description
Home	Return to WebEDI home page.
Profile	Manage user profile.
Upload	Allows users to upload X12 837 transaction files
Download	Allows users to download X12 835, 997, and TA1 transaction files
Upload Test Files	Allows users to upload test X12 837 transaction files
Download Test Files	Allows users to download test X12 835, 997, and TA1 transaction files.
Logoff	Logs you off of the system.

At the bottom of the page, there is a red sidebar with the DHFS logo and a footer section with links: [Back to top](#), [About](#), [Contact](#), [Disclaimer](#), [Privacy Notice](#), and [Feedback](#). The footer also includes the text "Wisconsin Department of Health and Family Services".

Select the Browse button and locate the X12 837 transaction file(s) on the computer or network to submit for testing. Trading partners may submit up to five files at a time for testing.

Upload Test Files

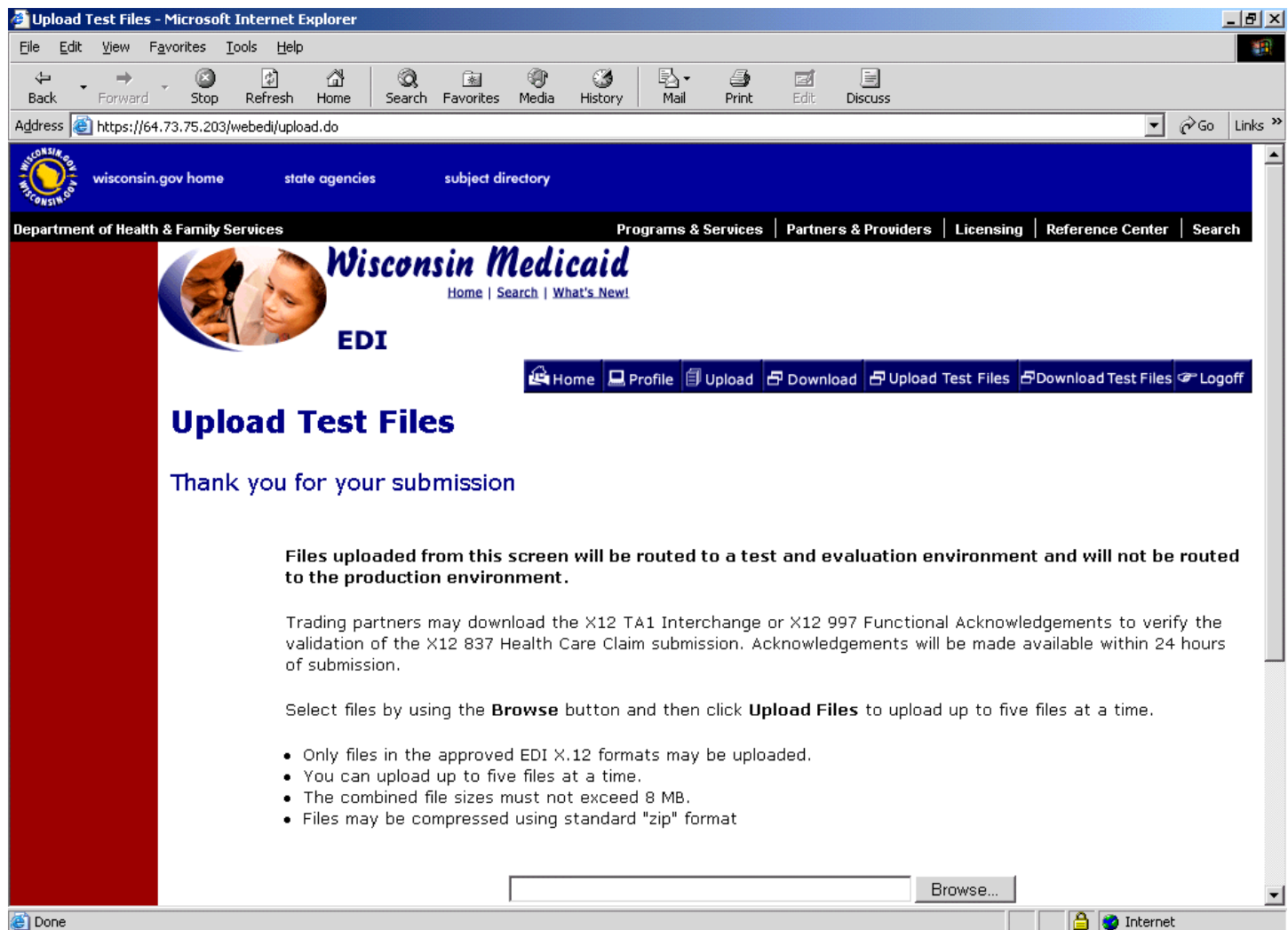
Files uploaded from this screen will be routed to a test and evaluation environment and will not be routed to the production environment.

Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission.

Select files by using the **Browse** button and then click **Upload Files** to upload up to five files at a time.

- Only files in the approved EDI X.12 formats may be uploaded.
- You can upload up to five files at a time.
- The combined file sizes must not exceed 8 MB.
- Files may be compressed using standard "zip" format

The following screen will appear indicating a successful submission.



Step 3 — Downloading Acknowledgments

To verify the validation of the X12 837 test file(s) submitted via the EDI Web site, trading partners are required to also download the applicable acknowledgement. Reference the EDI TA1 and 997 companion documents located on the Department of Health and Family Services (DHFS) Web site, dhfs.wisconsin.gov/medicaid9/edi/edi_enroll_compguides.htm, for more information on verifying the status of an X12 exchange.

The EDI department will only generate rejected TA1 (TA104 = R) transactions if the interchange information provided on the X12 837 is not appropriately recognized. Trading partners should reference the applicable X12 837 companion document located on the DHFS Web site, dhfs.wisconsin.gov/medicaid9/edi/edi_enroll_compguides.htm, to verify the interchange requirements. The EDI department will not generate accepted TA1 transactions and will use the 997 transaction to indicate accepted or rejected transactions.

Select the Download Test Files link.

The screenshot shows a Microsoft Internet Explorer browser window displaying the Home Page for the WebEDI Application. The browser's address bar shows the URL <https://64.73.75.203/webedi/home.do>. The page features a blue header with the Wisconsin state logo and navigation links: [wisconsin.gov home](#), [state agencies](#), and [subject directory](#). Below this is a black navigation bar with links: [Department of Health & Family Services](#), [Programs & Services](#), [Partners & Providers](#), [Licensing](#), [Reference Center](#), and [Search](#). The main content area has a red sidebar on the left and a white background. The header of the main area includes the text "Wisconsin Medicaid" and "EDI" with a circular image of a doctor and a child. Below this is a navigation bar with links: [Home](#), [Profile](#), [Upload](#), [Download](#), [Upload Test Files](#), [Download Test Files](#), and [Logoff](#). The main heading is "Home Page for the WebEDI Application". Below it is the section "Available Options:" followed by a table of links and their descriptions.

Home	Return to WebEDI home page.
Profile	Manage user profile.
Upload	Allows users to upload X12 837 transaction files
Download	Allows users to download X12 835, 997, and TA1 transaction files
Upload Test Files	Allows users to upload test X12 837 transaction files
Download Test Files	Allows users to download test X12 835, 997, and TA1 transaction files.
Logoff	Logs you off of the system.

At the bottom of the page, there is a red sidebar with the DHFS logo and a footer with links: [Back to top](#), [About](#), [Contact](#), [Disclaimer](#), [Privacy Notice](#), and [Feedback](#). The footer also includes the text "Wisconsin Department of Health and Family Services".

The following screen will appear. Trading partners may select from the following options when downloading files:

- New files only.
- All available files.
- Previously downloaded file.

Select the Redisplay File Selection List button.

The screenshot shows a Microsoft Internet Explorer window titled "Web Download - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/download.do". The page header includes the Wisconsin state logo and navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below this is a navigation bar for the "Department of Health & Family Services" with links to "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area features the "Wisconsin Medicaid EDI" logo and a navigation bar with links: "Home", "Profile", "Upload", "Download", "Upload Test Files", "Download Test Files", and "Logoff". The section is titled "Download Test Files" and contains the following text: "Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission." Below this is a "Selection Criteria" section with a note: "Note: Files are no longer available for download 20 days after they are first posted." The criteria section includes three dropdown menus: "File Category" (set to "New Files Only"), "File Type" (set to "All types"), and "File Creation Dates Between" (set to "05/03/2004" to "07/07/2004"). At the bottom of the criteria section are two buttons: "Redisplay File Selection List" and "Zip all files in list". A link "Click on a link to download a specific file" is also present.

Web Download - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Discuss

Address <https://64.73.75.203/webedi/download.do> Go Links »

WISCONSIN GOV
wisconsin.gov home state agencies subject directory

Department of Health & Family Services Programs & Services Partners & Providers Licensing Reference Center Search

Wisconsin Medicaid
Home | Search | What's New!

EDI

Home Profile Upload Download Upload Test Files Download Test Files Logoff

Download Test Files

Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission.

Selection Criteria

Note: Files are no longer available for download 20 days after they are first posted.

File Category **File Type** **File Creation Dates Between**

New Files Only All types 05/03/2004 07/07/2004

Redisplay File Selection List

Zip all files in list

Click on a link to download a specific file

Internet

The following screen will appear. Trading partners may select a link to download a specific X12 TA1 or 997 acknowledgement transaction file or, if multiple files exist, zip files in the list to download.

The screenshot shows a Microsoft Internet Explorer browser window titled "Web Download - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/download.do". The page content is from the Wisconsin Department of Health & Family Services, specifically the Wisconsin Medicaid EDI section. The page has a blue header with navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below this is a black navigation bar with links: "Department of Health & Family Services", "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area has a red sidebar on the left and a white main area. The main area features the "Wisconsin Medicaid EDI" logo and a navigation bar with links: "Home", "Profile", "Upload", "Download", "Upload Test Files", "Download Test Files", and "Logoff". The section is titled "Download Test Files" and contains the following text: "Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission." Below this is a "Selection Criteria" section with a note: "Note: Files are no longer available for download 20 days after they are first posted." The selection criteria include three dropdown menus: "File Category" (set to "Previously Downloaded"), "File Type" (set to "All types"), and "File Creation Dates Between" (set to "05/03/2004" to "07/07/2004"). There are also buttons for "Redisplay File Selection List" and "Zip all files in list". At the bottom, there is a link that says "Click on a link to download a specific file".

Trading partners may select a link to download the acknowledgement transaction file(s) or, if multiple files exist, trading partners can zip files in the list prior to downloading. The default setting for downloading files is New Files Only. Trading partners may also filter the list of files displayed by selecting All Available Files or Previously Download. The trading partner identification number will precede the file name.

Sending X12 837 Files Using Cartridge Tape

Trading partners may also send the X12 837 Health Care Claim transaction files using cartridge tape. Reference Section I of this attachment for cartridge tape format specifications. Cartridge tapes received by the EDI department that do not match the documented format specifications will be returned unprocessed to the trading partner.

Trading partners may mail cartridges to the following address. All cartridges will be returned to the original sender.

Tape Librarian
Division of Health Care Financing
EDI Department
6406 Bridge Rd
Madison WI 53784-0009

The EDI department will process the test files contained on the cartridge tape and notify the trading partner on the evaluation results. The applicable X12 acknowledgements will also be created for cartridge tape submissions; however, trading partners will be required to download them from the EDI Web site. Refer to the Downloading Acknowledgements section of this attachment for specific instructions.

SECTION III — RECEIVING THE X12 835 TRANSACTION

Trading partners requesting to test the X12 835 transaction should contact the DHCF EDI department to obtain a test billing provider number to use for testing. Trading partners will be required to submit an X12 837 Health Care Claim transaction test file (containing the test billing provider number) in order to receive the corresponding X12 835 Health Care Claim Payment/Advice transaction test file. **Trading partners utilizing separate third parties for sending the X12 837 and receiving the X12 835 transactions on the trading partner's behalf must coordinate this testing.**

To exchange the X12 835 transaction, trading partners are required to maintain at least one login and password at the EDI Web site, www.wisconsinedi.org/. Refer to Attachment II of these instructions for more information on user registration.

The following are instructions for exchanging the X12 835 transaction.

Step 1 — Login

Enter your user name and password.

If you have not registered to use the EDI Web site, refer to Attachment II of these instructions for more information on user registration.

The screenshot shows a Microsoft Internet Explorer browser window titled "Login to WebEDI - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/hello.do". The page content includes the Wisconsin Department of Health & Family Services logo and navigation links. The main heading is "Wisconsin Medicaid EDI Login and Registration". Below this, there is a section for "Enter Your Login and Password (click [Register](#) if you are a new user)". The text explains that the site is for EDI trading partners and requires a DHCF EDI assigned trading partner ID. A link for "Obtaining a Trading Partner ID" is provided. There are input fields for "User Name:" and "Password:", followed by "Submit" and "Reset" buttons. A link for "Forgot Your Password?" is also present. At the bottom, there is a link to "Register to use site" and a footer with links: "Back to top", "About", "Contact", "Disclaimer", "Privacy Notice", and "Feedback". The footer also mentions "Wisconsin Department of Health and Family Services".

Login to WebEDI - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address <https://64.73.75.203/webedi/hello.do> Go Links >>

wisconsin.gov home state agencies subject directory

Department of Health & Family Services Programs & Services Partners & Providers Licensing Reference Center Search

 **Wisconsin Medicaid**
Home | Search | What's New!

EDI

Login and Registration

Enter Your Login and Password (click [Register](#) if you are a new user)

The Wisconsin Medicaid EDI secure web site is intended for EDI trading partners exchanging health care transactions. Prior to registering as a user you must have a DHCF EDI assigned trading partner ID. Please click on the following link for more information on how to obtain a trading partner id:

[Obtaining a Trading Partner ID](#)

User Name:

Password:

[Forgot Your Password?](#)

[Register to use site](#)



[Back to top](#) | [About](#) | [Contact](#) | [Disclaimer](#) | [Privacy Notice](#) | [Feedback](#)

Wisconsin Department of Health and Family Services

Done Internet

Step 2 — Downloading X12 835 Transaction

Select the Download Test Files link.

The screenshot shows a Microsoft Internet Explorer window titled "Home - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/home.do". The page features a blue header with the Wisconsin state logo and navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below this is a black navigation bar with links: "Department of Health & Family Services", "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area has a red sidebar on the left and a white background. The header of the main content area includes the "Wisconsin Medicaid" logo, a circular image of a doctor and a child, and the text "EDI". Below this is a navigation bar with links: "Home", "Profile", "Upload", "Download", "Upload Test Files", "Download Test Files", and "Logoff". The main heading is "Home Page for the WebEDI Application". Underneath is the section "Available Options:" followed by a table of links and their descriptions.

Home	Return to WebEDI home page.
Profile	Manage user profile.
Upload	Allows users to upload X12 837 transaction files
Download	Allows users to download X12 835, 997, and TA1 transaction files
Upload Test Files	Allows users to upload test X12 837 transaction files
Download Test Files	Allows users to download test X12 835, 997, and TA1 transaction files.
Logoff	Logs you off of the system.

At the bottom of the page, there is a red sidebar with the DHFS logo and a footer section with links: "Back to top", "About", "Contact", "Disclaimer", "Privacy Notice", and "Feedback". The footer text reads "Wisconsin Department of Health and Family Services". The browser's status bar at the bottom shows "Internet".

The following screen will appear. Trading partners may select from the following options when downloading files:

- New files only.
- All available files.
- Previously downloaded file.

Select the Redisplay File Selection List button.

The screenshot shows a Microsoft Internet Explorer window titled "Web Download - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/download.do". The page header includes the Wisconsin state logo and navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below this is a navigation bar for the "Department of Health & Family Services" with links to "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area features the "Wisconsin Medicaid EDI" logo and a navigation bar with links: "Home", "Profile", "Upload", "Download", "Upload Test Files", "Download Test Files", and "Logoff". The page title is "Download Test Files". A paragraph states: "Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission." Below this is a section titled "Selection Criteria" with a note: "Note: Files are no longer available for download 20 days after they are first posted." The selection criteria section includes three dropdown menus: "File Category" (set to "New Files Only"), "File Type" (set to "All types"), and "File Creation Dates Between" (set to "05/03/2004" to "07/07/2004"). Below these are two buttons: "Redisplay File Selection List" and "Zip all files in list". At the bottom, a link says "Click on a link to download a specific file". The status bar at the bottom of the browser shows "Internet".

Web Download - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Discuss

Address <https://64.73.75.203/webedi/download.do> Go Links >>

wisconsin.gov home state agencies subject directory

Department of Health & Family Services Programs & Services Partners & Providers Licensing Reference Center Search

Wisconsin Medicaid EDI Home Search What's New!

Home Profile Upload Download Upload Test Files Download Test Files Logoff

Download Test Files

Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission.

Selection Criteria

Note: Files are no longer available for download 20 days after they are first posted.

File Category File Type File Creation Dates Between

New Files Only All types 05/03/2004 07/07/2004

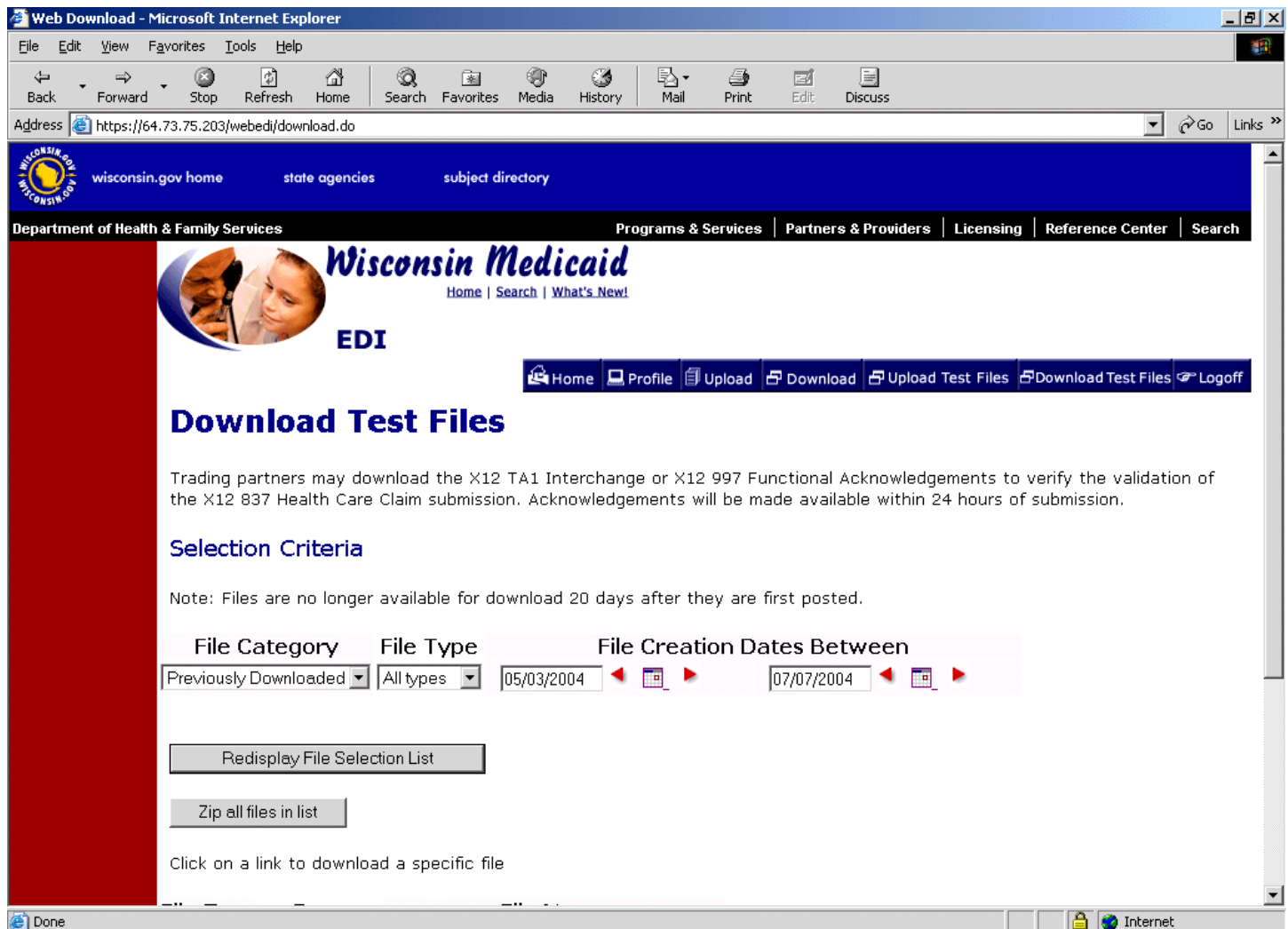
Redisplay File Selection List

Zip all files in list

Click on a link to download a specific file

Internet

The following screen will appear. Trading partners may select a link to download a specific X12 835 transaction file or, if multiple files exist, zip files in the list to download.

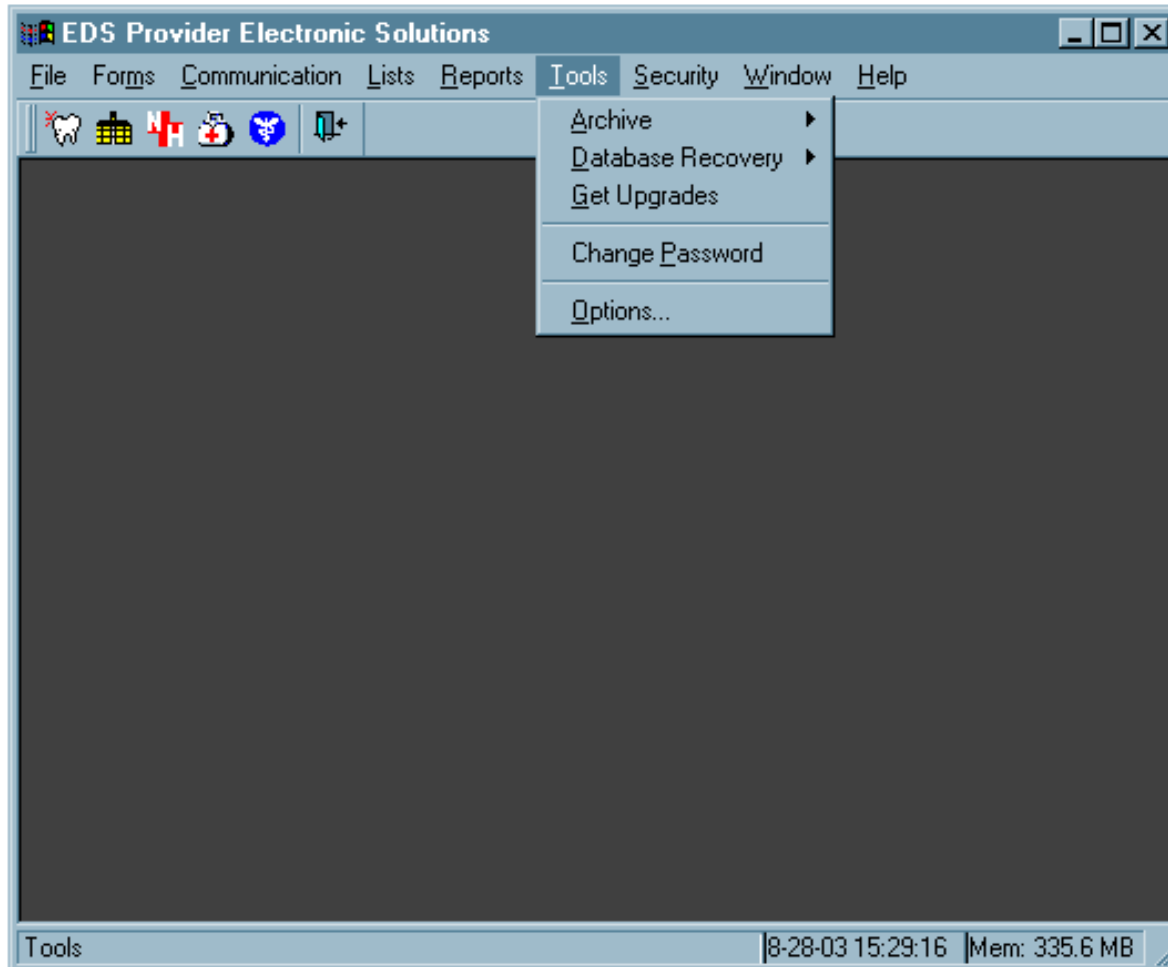


Trading partners may select a link to download the X12 835 transaction file(s) or, if multiple files exist, trading partners can zip files in the list to prior to downloading. The default setting for downloading files is New Files Only. Trading partners may also filter the list of files displayed by selecting All Available Files or Previously Download. The trading partner identification number will precede the file name.

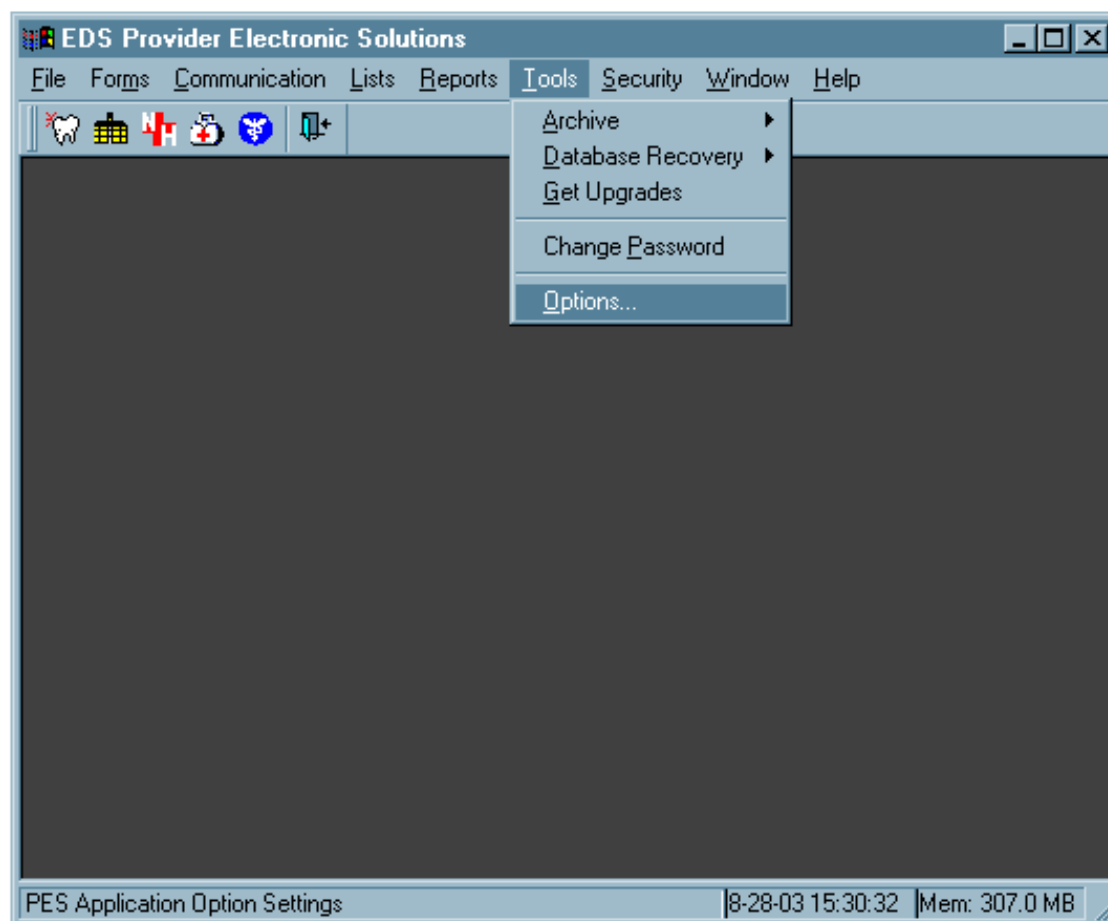
SECTION IV — PES CONNECTIVITY AND EXCHANGE

The DHCF requires all Provider Electronic Solutions (PES) users to test for software connectivity. This will ensure all PES users are properly setup to submit and download electronic transactions to the DHCF EDI Department. Following are the instructions for PES connectivity and exchange.

Select the Tools menu.



Select Options.



Select the Web tab.

Options

Batch **Web** Receiver/Payer Retention

☒ **Use Microsoft Internet Explorer Pre-config Settings**

Connection Type
☐ LAN ☐ Modem

☐ **Use Proxy Server** Dialup Network

Proxy Information
Address HTTP Port
HTTPS Port
Proxy Bypass

Environment Ind P RAS Phone # **Install RAS**

Help
Print
OK
Close

Verify the Environment Ind is populated with a "T" for Test.

The screenshot shows the 'Options' dialog box with the 'Web' tab selected. The 'Environment Ind' dropdown menu is open, displaying 'T Test' as the selected option. Other visible elements include the 'Batch', 'Receiver/Payer', and 'Retention' tabs; a checked checkbox for 'Use Microsoft Internet Explorer Pre-config Settings'; a 'Connection Type' section with 'LAN' and 'Modem' radio buttons; an unchecked checkbox for 'Use Proxy Server'; a 'Dialup Network' dropdown; a 'Proxy Information' section with fields for 'Address', 'HTTP Port', 'HTTPS Port', and 'Proxy Bypass'; and an 'Install RAS' button. On the right side, there are buttons for 'Help', 'Print', 'OK', and 'Close'.

Select the Close command button to exit out of Options.

Create and submit a test claim in PES. Refer to appropriate claim sections in the PES manual for how to create and submit a claim.

Pick up a 997 Acknowledgement the following day or the 835 Health Care Claim Payment/Advice the following week. Refer to the Communications chapter of the PES manual for how to view these reports.

Change the Environment Ind in Options to "P" when submitting production claims to the DHCF EDI department.

SECTION V — EXCHANGING X12 270/271 TRANSACTIONS

In order to exchange X12 270/271 transactions, trading partners are required to maintain at least one login and password at the EDI Web site, www.wisconsinedi.org/. Refer to Attachment II of these instructions for more information on user registration. The following are instructions for exchanging the X12 837 and Acknowledgement transactions.

Trading partners must contact the EDI department at (608) 221-9036 or send an e-mail to wiedi@dhfs.state.wi.us to obtain the X12 270/271 test packet.

Step 1 — Login

Enter your user name and password.

If you have not registered to use the EDI Web site, Refer to Attachment II of these instructions for more information on user registration.

The screenshot shows a Microsoft Internet Explorer browser window titled "Login to WebEDI - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/hello.do/". The page features a blue header with the Wisconsin state logo and navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below this is a black navigation bar with links: "Department of Health & Family Services", "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area has a red vertical sidebar on the left. The central text reads "Wisconsin Medicaid" in large blue letters, followed by "EDI Login and Registration". Below this, it says "Enter Your Login and Password (click [Register](#) if you are a new user)". A paragraph explains the site's purpose for EDI trading partners and provides a link for obtaining a Trading Partner ID. There are input fields for "User Name:" and "Password:", a "Forgot Your Password?" link, and "Submit" and "Reset" buttons. At the bottom, there is a "Register to use site" link and a footer with links: "Back to top", "About", "Contact", "Disclaimer", "Privacy Notice", and "Feedback". The footer also includes "Wisconsin Department of Health and Family Services".

Login to WebEDI - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Discuss

Address <https://64.73.75.203/webedi/hello.do/> Go Links >>

WISCONSIN.GOV wisconsin.gov home state agencies subject directory

Department of Health & Family Services Programs & Services Partners & Providers Licensing Reference Center Search

 **Wisconsin Medicaid**
Home | Search | What's New!

EDI

Login and Registration

Enter Your Login and Password (click [Register](#) if you are a new user)

The Wisconsin Medicaid EDI secure web site is intended for EDI trading partners exchanging health care transactions. Prior to registering as a user you must have a DHCF EDI assigned trading partner ID. Please click on the following link for more information on how to obtain a trading partner id:

[Obtaining a Trading Partner ID](#)

User Name:

Password:

[Forgot Your Password?](#)

[Register to use site](#)



[Back to top](#) | [About](#) | [Contact](#) | [Disclaimer](#) | [Privacy Notice](#) | [Feedback](#)

Wisconsin Department of Health and Family Services

Done Internet

Step 2 — Uploading X12 270 Test File(s)

Select the Upload Test Files link.

The screenshot shows a Microsoft Internet Explorer browser window displaying the home page of the Wisconsin Medicaid WebEDI application. The browser's address bar shows the URL <https://64.73.75.203/webedi/home.do>. The page features a blue header with navigation links: [wisconsin.gov home](#), [state agencies](#), and [subject directory](#). Below this is a dark blue navigation bar with links: [Department of Health & Family Services](#), [Programs & Services](#), [Partners & Providers](#), [Licensing](#), [Reference Center](#), and [Search](#). The main content area has a red sidebar on the left and a white background. The header of the main content area includes the Wisconsin Medicaid logo, the text "Home | Search | What's New!", and a navigation bar with links: [Home](#), [Profile](#), [Upload](#), [Download](#), [Upload Test Files](#), [Download Test Files](#), and [Logoff](#). The main heading is "Home Page for the WebEDI Application". Below this is the section "Available Options:" followed by a table of links and their descriptions. At the bottom, there is a footer with links: [Back to top](#), [About](#), [Contact](#), [Disclaimer](#), [Privacy Notice](#), and [Feedback](#), and the text "Wisconsin Department of Health and Family Services".

Home	Return to WebEDI home page.
Profile	Manage user profile.
Upload	Allows users to upload X12 837 transaction files
Download	Allows users to download X12 835, 997, and TA1 transaction files
Upload Test Files	Allows users to upload test X12 837 transaction files
Download Test Files	Allows users to download test X12 835, 997, and TA1 transaction files.
Logoff	Logs you off of the system.

Select the Browse button and locate the X12 270 transaction file(s) on the computer or network to submit for testing. Trading partners may submit up to five files at a time for testing.

Upload Test Files

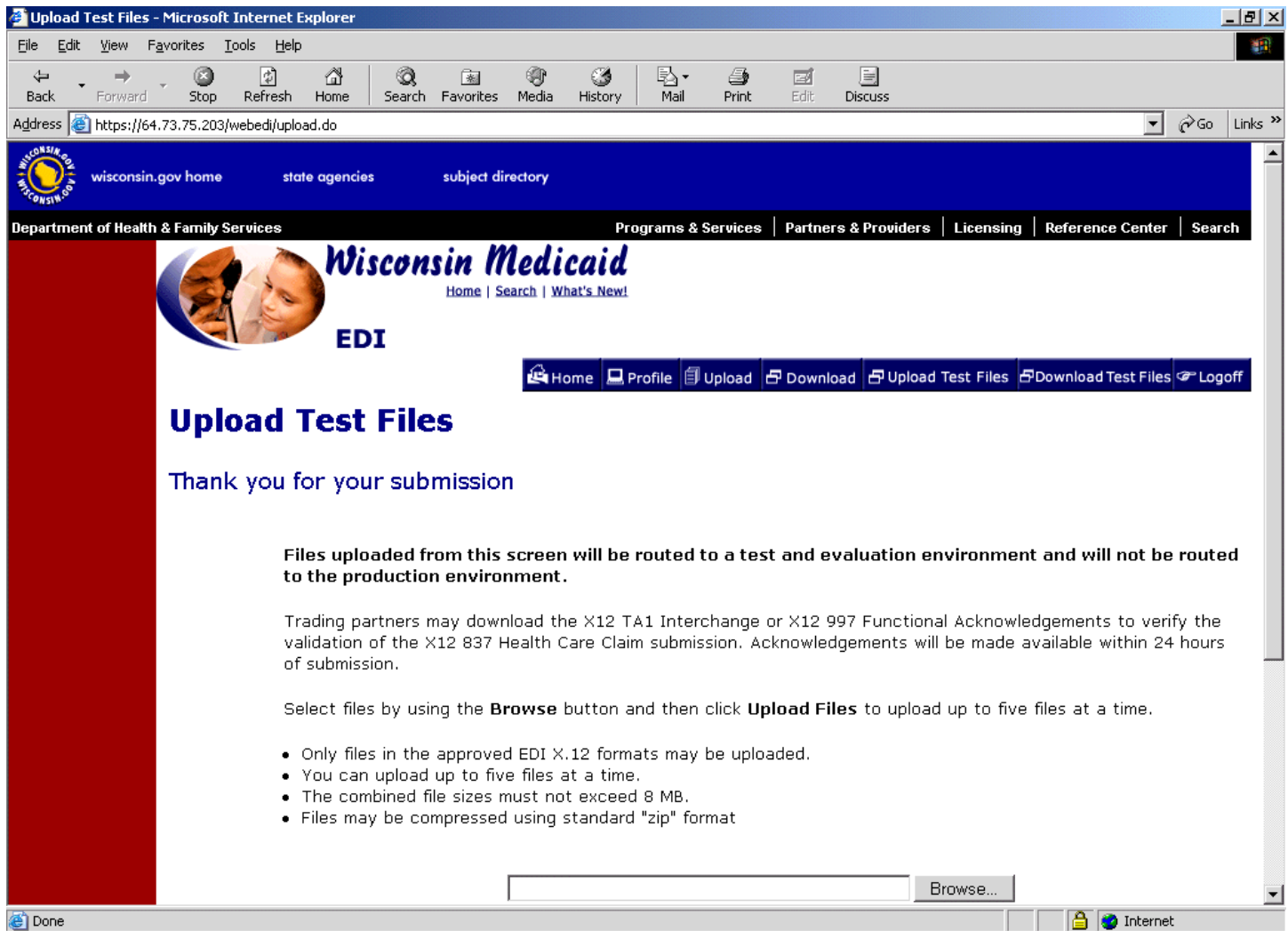
Files uploaded from this screen will be routed to a test and evaluation environment and will not be routed to the production environment.

Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission.

Select files by using the **Browse** button and then click **Upload Files** to upload up to five files at a time.

- Only files in the approved EDI X.12 formats may be uploaded.
- You can upload up to five files at a time.
- The combined file sizes must not exceed 8 MB.
- Files may be compressed using standard "zip" format

The following screen will appear, indicating a successful submission.



Step 3 – Downloading X12 271 Test Files

Select the Download Test Files link.

The screenshot shows a Microsoft Internet Explorer browser window displaying the 'Home - Microsoft Internet Explorer' page. The address bar shows the URL: <https://64.73.75.203/webedi/home.do>. The page features a blue header with the Wisconsin state logo and navigation links: [wisconsin.gov home](#), [state agencies](#), and [subject directory](#). Below this is a black navigation bar with links: [Department of Health & Family Services](#), [Programs & Services](#), [Partners & Providers](#), [Licensing](#), [Reference Center](#), and [Search](#). The main content area has a red sidebar on the left and a white background. The header of the main content area includes the 'Wisconsin Medicaid' logo, a circular image of a doctor examining a child, and the text 'EDI'. Below this is a blue navigation bar with links: [Home](#), [Profile](#), [Upload](#), [Download](#), [Upload Test Files](#), [Download Test Files](#), and [Logoff](#). The main heading is 'Home Page for the WebEDI Application'. Underneath is the section 'Available Options:' followed by a table of links and descriptions. At the bottom, there is a red sidebar with the DHFS logo and a footer with links: [Back to top](#), [About](#), [Contact](#), [Disclaimer](#), [Privacy Notice](#), and [Feedback](#). The footer also includes the text 'Wisconsin Department of Health and Family Services'.

Available Options:	Description
Home	Return to WebEDI home page.
Profile	Manage user profile.
Upload	Allows users to upload X12 837 transaction files
Download	Allows users to download X12 835, 997, and TA1 transaction files
Upload Test Files	Allows users to upload test X12 837 transaction files
Download Test Files	Allows users to download test X12 835, 997, and TA1 transaction files.
Logoff	Logs you off of the system.

The following screen will appear. Trading partners may select from the following options when downloading files:

- New files only.
- All available files.
- Previously downloaded file.

Select the Redisplay File Selection List button.

The screenshot shows a Microsoft Internet Explorer window titled "Web Download - Microsoft Internet Explorer". The address bar displays "https://64.73.75.203/webedi/download.do". The page header includes the Wisconsin Department of Health & Family Services logo and navigation links: "wisconsin.gov home", "state agencies", and "subject directory". Below the header, a navigation bar contains "Programs & Services", "Partners & Providers", "Licensing", "Reference Center", and "Search". The main content area features the "Wisconsin Medicaid EDI" logo and a "Download Test Files" section. A note states: "Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission." Below the note, a "Selection Criteria" section includes a note: "Note: Files are no longer available for download 20 days after they are first posted." The criteria section contains three dropdown menus: "File Category" (set to "New Files Only"), "File Type" (set to "All types"), and "File Creation Dates Between" (set to "05/03/2004" to "07/07/2004"). Below the dropdowns are two buttons: "Redisplay File Selection List" and "Zip all files in list". At the bottom, a link says "Click on a link to download a specific file". The status bar at the bottom of the browser shows "Internet".

Web Download - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Discuss

Address <https://64.73.75.203/webedi/download.do> Go Links »

WISCONSIN DEPT OF HEALTH & FAMILY SERVICES wisconsin.gov home state agencies subject directory

Department of Health & Family Services Programs & Services Partners & Providers Licensing Reference Center Search

Wisconsin Medicaid
Home | Search | What's New!

EDI

Home Profile Upload Download Upload Test Files Download Test Files Logoff

Download Test Files

Trading partners may download the X12 TA1 Interchange or X12 997 Functional Acknowledgements to verify the validation of the X12 837 Health Care Claim submission. Acknowledgements will be made available within 24 hours of submission.

Selection Criteria

Note: Files are no longer available for download 20 days after they are first posted.

File Category	File Type	File Creation Dates Between
New Files Only	All types	05/03/2004 07/07/2004

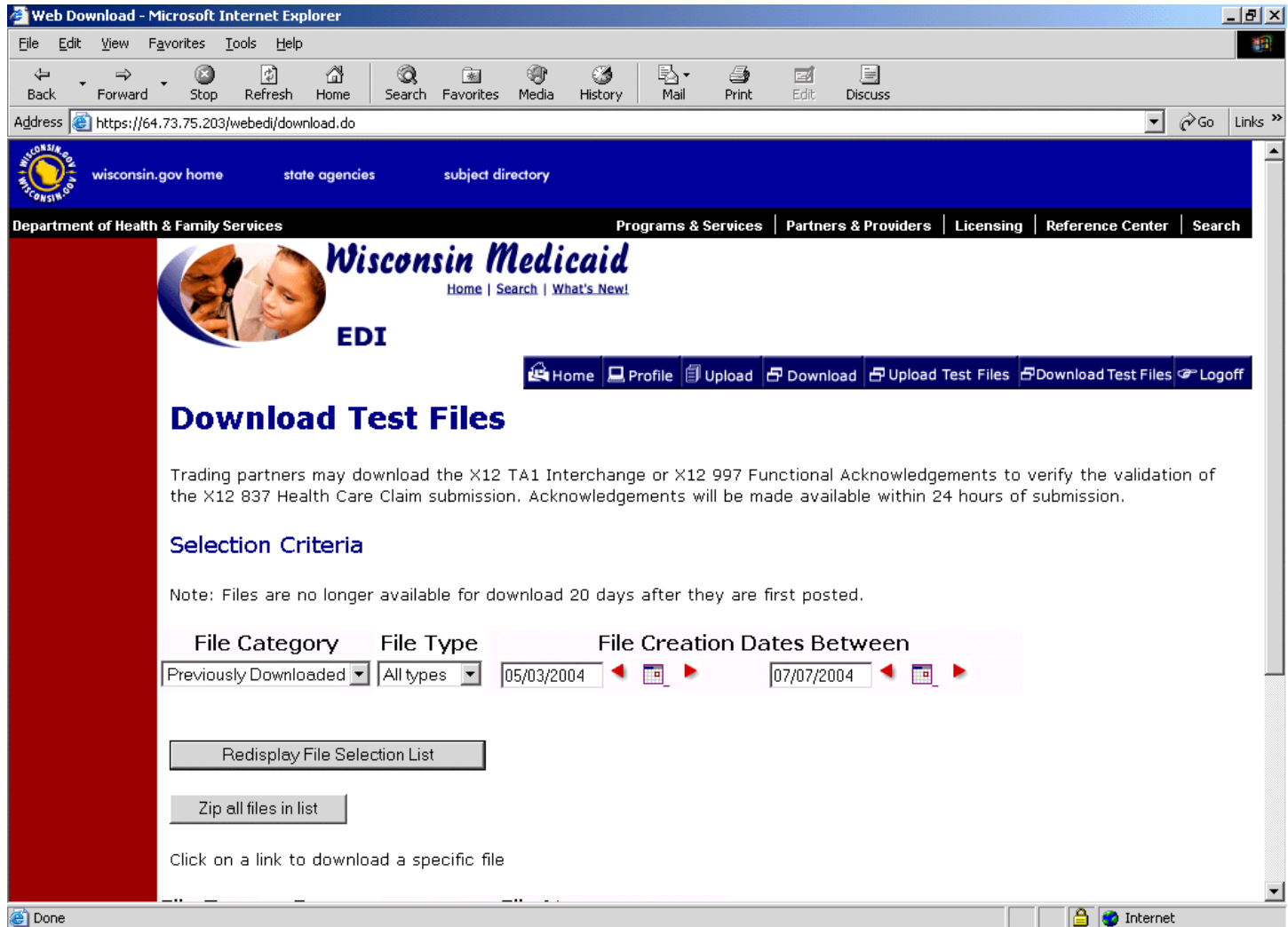
Redisplay File Selection List

Zip all files in list

Click on a link to download a specific file

Internet

The following screen will appear. Trading partners may select a link to download a specific X12 271 transaction file or, if multiple files exist, zip files in the list to download.



Trading partners may select a link to download the X12 271 transaction file(s) or, if multiple files exist, trading partners can zip files in the list to prior to downloading. The default setting for downloading files is New Files Only. Trading partners may also filter the list of files displayed by selecting All Available Files or Previously Download. The Trading partner identification number will precede the file name.